



MISSOURI DEPARTMENT OF NATURAL RESOURCES  
SOLID WASTE MANAGEMENT PROGRAM  
**NON-PROFIT SCRAP TIRE CLEANUP AND DISPOSAL INVOICE**

**PLEASE READ INSTRUCTIONS BEFORE COMPLETING THIS FORM**

In order for this invoice to be processed in a timely manner, you must provide a copy of the cancelled check (front and back) for the cost of proper disposal of the tires and the original receipt from the tire hauler, tire dealer or other legal destination. The cancelled check must be from the entity that applied for reimbursement. Governmental and for-profit entities are not eligible for disposal cost reimbursement.

Attach an original receipt showing proof of delivery to a legal recycler, end-user, processor or landfill. The receipt must indicate the number of tires delivered, cost involved and must indicate paid-in-full. The receipt needs to be signed by a representative of the group seeking reimbursement and by the recipient of the tires.

Make sure you have a current vendor input number issued by the State of Missouri Office of Administration.

**NON-PROFIT ORGANIZATION**

Organization Name		Address (City, State, ZIP Code)	
Contact Person		Title	
Telephone With Area Code	Fax	E-Mail	
Federal Tax ID		Project Number (from approved application)	

DESCRIPTION	NUMBER OF TIRES COLLECTED	DISPOSAL COST	AMOUNT REQUESTED
Reimbursement of cost for proper disposal of scrap tires collected as a result of a charitable, fraternal or other non-profit organization's voluntary cleanup of land and water resources authorized in Section 260.276.3, RSMo.		\$	\$

**DECLARATION AND SIGNATURE**

I certify that (#)                  scrap tires collected during this cleanup came from Missouri.

I certify to the best of my knowledge and belief the above date is correct and that reimbursement is due and has not been previously requested.

Authorized Signature	Title	Date
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**DO NOT MAKE ENTRIES BELOW THIS LINE. THIS PART TO BE COMPLETED BY THE MISSOURI DEPARTMENT OF NATURAL RESOURCES**

This invoice is approved for payment:

Yes ☐ No ☐

Signature	Date
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Amount Due  
\$

Mail or fax completed form to:  
**Missouri Department of Natural Resources**  
**Solid Waste Management Program**  
**Scrap Tires and Illegal Dumping Unit**  
**P.O. Box 176**  
**Jefferson City, MO 65102**  
**573-751-5401, Fax 573-526-3902**